

**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**July 14, 2017**  
**Held at the New River Valley Regional Jail**

**A. CALL TO ORDER:**

The meeting of the New River Valley Regional Jail Authority was called to order at 10:14 a.m. by Chairman Armentrout with nine (9) members and four (4) alternates present.

**MEMBERS PRESENT:**

Bland County:	Sheriff Roseberry
Carroll County:	Sheriff Gardner; Ms. Cannon
Floyd County:	Mr. Turman
Giles County:	Sheriff Millirons
Grayson County:	Mr. Smith
Pulaski County:	Mr. McCready; Sheriff Worrell
Radford City:	Sheriff Armentrout

**ALTERNATES PRESENT:**

Floyd County:	Ch. Dep. Harris
Giles County:	Mr. Martin
Grayson County:	Ch. Dep. Ashby
Pulaski County:	Capt. Saunders

**STAFF & GUESTS PRESENT:**

Superintendent Gregory P. Winston  
Dep. Superintendent John Bowman  
Steve Durbin-Sands Anderson PC  
William Shipley- Grayson County Administrator  
Bob Sumner-NRVRJ officer  
Robert Lyons-citizen  
Charles Havens-citizen

**B. ROLL CALL:**

Mrs. Akers called the roll and reported a quorum present.

Mr. Smith introduced his guest Mr. William Shipley as the new Grayson County Administrator. Chairman Armentrout also welcomed Pulaski County's new Authority member Sheriff Worrell and his alternate Capt. Saunders to the meeting today.

**C. APPROVAL OF JUNE MINUTES:**

Copies of the Minutes from the June meeting were mailed to each member. Chairman Armentrout asked if there were any additions or corrections to the Minutes as presented. Hearing none, he asked for a motion to approve from the floor.

**Motion:** Mr. McCready moved that the June Minutes be approved as presented. Ms. Cannon seconded the motion.

**Action:** The motion passed unanimously.

**D. OLD BUSINESS:**

None.

**E. COMMITTEE REPORTS:**

**Finance Committee:**

Copies of the monthly financials for July 2016-June 2017 were distributed and Ms. Cannon reviewed them with the group.

**Motion:** On behalf of the Finance Committee, Ms. Cannon recommended the Financial Report for approval.

**Action:** Following a roll call vote, the motion passed unanimously

**F. SUPERINTENDENT'S REPORT:**

**Siemens:**

Superintendent Winston announced a Design & Construction Committee meeting with the representative from Siemens would immediately follow today's Authority meeting. They will be discussing Siemens' performance contracting proposal to replace some of the mechanical/energy systems in the jail.

**Scholarship Recipient:**

Cayla Trueheart, daughter of our programs coordinator Officer Toni Trueheart, received a \$500 scholarship from the Western Regional Jail Association. Cayla will be attending JMU in the fall.

**Monthly Meetings:**

We held a supervisors meeting and EAC meeting again this month. Our EAC Chairman Dave Safewright will be stepping down from that position. Superintendent Winston thanked him for his leadership and will be replacing him with another EAC member shortly.

### **Corrections-Basic Academy:**

We are now down to eleven recruits in the academy with the president of the class resigning her position to return to Volvo. The students are doing a great job and are currently at the gun range.

### **Operations:**

- Headcount today 912
- Total days served 27,398
- Average daily population 913
- Average Daily Population for male prisoners 746
- Average Daily Population for female prisoners 167
- Number of commitments 582
- Number of releases 505
- The Average Daily Commitments 18.8 per day
- The Average Daily Releases 16.8 per day

### **Policy & Procedures:**

We continue to revise policy and procedures getting ready for installation of the inmate kiosks. The fully revised inmate handbook will be loaded on there once completed.

### **Criminal Temporary Detention Orders:**

There was some discussion regarding the legality of the Magistrate's Office issuing TDO's to the jail. After input from our legal counsel and various members, Chairman Armentrout said he would send Superintendent Winston the code section showing that it was in fact lawful to do so. An update on the situation will be given at the August meeting.

### **HR and Personnel:**

We had two separations in June. One officer left to return to Volvo and one moved out of state. There were also two new hires with one employee leaving only to return a few days later. We currently have thirteen officer vacancies and have been advertising with Indeed and the Carroll News. By advertising in the Carroll News, they will also include our ad in a couple of online venues.

### **IT:**

We are finishing implementation of our EMR (Electronic Medical Records) which we were able to procure before the end of the fiscal year. Superintendent Winston met with Pronets yesterday to discuss some new technology that will be coming in this year and also our five year technology plan. The upcoming major IT projects will be finalizing EMR, document LaserFiche (imaging/storage) and PictureLink (employee and inmate ids). PictureLink is included as part of our jail management system so there is no additional cost to us.

### **Maintenance & Security Systems:**

On June 14<sup>th</sup>, we had a lightning strike here at the jail. We began receiving inmate complaints indicating that there were problems with the heating and ventilation in the housing units. Our maintenance folks went to examine our 18 roof top units and found one of the controllers looked like it had been on fire. We called Siemens and they came to check into it. The control units are 24v controllers that talk to the main computer and tell the units what to do such as turning off

and on. All of the controllers were damaged to the point of needing to be replaced at a cost of \$53,000. VaCorp sent their insurance adjuster here for inspection. He saw that it was a lightning strike and began to work on the claim. While in the process of repairing of the first 14 units they turned it off and replaced the controller. When they turned it back on, fire shot out. They decided that was probably the primary location of the lightning strike because it shorted out a relay where the power comes in. It sent 277v back through all of the units ruining all 14 of the new controllers that they had just replaced. We called the insurance group back in and revised the claim. It now looks like it's going to be approximately \$100,000 claim. The units themselves work it's only the controllers that don't and we are working to repair that now. We have a \$5,000 deductible for property claims through VaCorp so it shouldn't cost us much out of pocket. The Superintendent will keep the Authority posted on the progress.

**Programs:**

Last month, the Superintendent met with Tiffany Stevens from the Roanoke Times. Ms. Stevens is developing background on the inmate programs that we provide. She is eventually going to do some stories regarding the cost of inmate medical care and the aging inmate population. He will notify the Authority when the articles are in print.

**G. NEW BUSINESS:**

**H. CITIZEN'S COMMENTS:**

**I. OTHER BUSINESS OR INFORMATIONAL ITEMS:**

**J. ADJOURNMENT:**

Chairman Armentrout asked for a motion from the floor to adjourn.

**Motion:** Mr. Workman made the motion to adjourn the meeting.  
Mr. McCready seconded the motion.

**Action:** The motion passed unanimously.

There being no further business to come before the Authority, Chairman Armentrout adjourned the meeting at 10:34.

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Chairman Mark A. Armentrout